

June 12, 2003

TO: Nicole Englund, Planning Deputy  
Mike Bohlke, Assistant Chief of Staff  
Laura Shell, Deputy  
Fred Guido, Chief of Staff  
Paul Novak, Deputy

FROM: James E. Hartl, AICP  
Director of Planning

**SUBJECT: DEPARTMENT OF REGIONAL PLANNING MANAGEMENT AUDIT  
REVIEW**

We have completed a more comprehensive review of the Department of Regional Planning's management audit prepared by Strategica in January 2003 as we discussed at our last meeting. Our review focused on evaluating the 67 recommendations included in the audit as it relates to estimated costs, other resource allocations, and time required to implement the recommendations.

Summary of Findings

Our review disclosed that notwithstanding the budgetary constraints, the Department is in general agreement with most of the recommendations. Only twelve were not recommended. The Department has already implemented or is in the process of completing a number of the recommendations.

In order to simplify the review, the recommendations were grouped into four areas:

1. Recommendations that the Department agrees with and have minor costs (up to \$10,000) associated with their implementation;
2. Those that we also agree with but have moderate costs (\$10,000 - \$100,000)
3. Those that the department agrees with but have major costs (greater than \$100,000); and
4. Those that are not recommended for implementation.

Board of Deputies  
June 12, 2003  
Page 2

We have provided a revised summary table showing status and/or estimated costs, a brief response with costs for each recommendation, and a copy of our Priority Needs statement for FY 2003-04 submitted to the Board of Supervisors which includes six audit recommendations.

If you have questions regarding this report, please contact me or have your staff contact Jon Sanabria at (213) 974-6405 or Mr. Richard Guizado at (213) 974-6631.

JEH:lg

Attachments

c: Auditor-Controller  
Chief Administrative Office